



JOB DESCRIPTION

Job Title: Operator
Department: Street
Classification: Non-Exempt
Pay Grade: Grade 7 – Steps 1-20
Salary Range: \$24,994 - \$39,991
Reports to: Street Superintendent
Date Updated: March 2016

SUMMARY

Operate heavy equipment and machinery in a safe manner. Perform manual labor as necessary for the day to day operations of the street department.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Operate Dump Truck Hauling Materials or Equipment
- Pouring Concrete and Asphalt
- Laborer
- Helps subordinates accomplish tasks
- Ability to be on-call as needed
- Prompt and regular attendance is required for this position.

PERIPHERAL DUTIES

- Weed eating
- Flag Traffic
- Patch pot holes
- Backup for all department personnel
- Makes appropriate decisions for proper customer service
- Abides by all standards, conduct and policies, as stated in the Personnel Policy and Procedures Manual

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

QUALIFICATIONS

Education, Licensure, or Certification

- High School Diploma or equivalent
- Class D Drivers License
- Class A CDL
- 6 Months allowed to obtain Licensing or Certification

Experience, Specialized Knowledge, and Other Requirements

- Experience in heavy equipment operations
- Experience in road construction and asphalt
- Working with the general public

Knowledge, Skills and Abilities – With or without accommodations

Knowledge

- Knowledge of driving and hauling different materials
- Knowledge of Operating Equipment
- Knowledge of safety rules and procedures
- Knowledge of written and verbal departmental policies
- Knowledge of personnel policies and procedures

Physical

- Has ability to safely operate heavy equipment
- Has ability to communicate with co-workers visually and audibly while operating equipment
- Has ability to perform physical activities such as, standing, walking, and operating equipment or driving a truck for long periods of time.
- Ability to lift and carry heavy loads
- Ability to work in all weather conditions
- Has normal eyesight and depth perception, with or without correction
- Hears normal tones, with or without correction

Cognitive

- Ability to listen, understand, read, write and communicate information particularly with grieving family members
- Ability to communicate effectively using radio equipment
- Ability to work independently
- Ability to establish and maintain effective working relationships with peers, subordinates, supervisors and the general public
- Ability to use logic and reasoning to identify appropriate solutions or approaches to problems

The physical and cognitive demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK ENVIRONMENT

While performing the duties of this job, the employee regularly works outside under normal and extreme weather conditions. The employee regularly stands, walks and operates machinery for extended periods of time.

The employee will be operating and working around heavy equipment and must at all times follow safety procedures. Personal protective equipment shall be provided by the City and shall be worn when required.

SUMMARY

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I have read and understand my duties described above.

Employee

Date